

**IDAHO BOARD OF OPTOMETRY**  
**Division of Occupational and Professional Licenses**  
P.O. Box 83720  
Boise, ID 83720-0063

**Board Meeting Minutes of 1/25/2021**

**BOARD MEMBERS PRESENT:** Lance W Fagan, O.D. - Chair  
Terri L Haley, O.D.  
Jared Walker, O.D.  
Shawn Sorenson O.D

**BOARD MEMBERS ABSENT:** William Von Tagen

**DIVISION STAFF:** Dawn Hall, Section Chief  
Julie Eavenson, Licensing Group Manager  
Lori Peel, Investigative Unit Manager  
Nicholas Krema, General Counsel  
Greg Floyd, Financial Unit Manager  
Eric Nelson, Board prosecutor  
Dicsie Gullick, Team Lead  
Debbie Toncray, Board Specialist

**OTHERS PRESENT:** Lisa White, Executive Director, Idaho Optometric  
Physicians  
Kris Ellis, Eiguren Ellis Public Policy

The meeting was called to order at 8:30 AM MST by Lance W Fagan, OD.

Ms. Toncray introduced herself as the specialist for the Board.

**APPROVAL OF MINUTES**

Dr. Haley made a motion to approve the minutes of 10/26/2020. It was seconded by Dr. Sorenson. Motion carried.

**COMPLAINT MEMORANDUM**

Ms. Peel gave the investigative report, which is linked above.

**FOR BOARD DETERMINATION**

Dr. Sorenson made a motion to approve the Division's recommendation and authorize closure in case numbers I-OPT-2021-3, I-OPT-2021-4, and I-OPT-2021-5. It was seconded by Dr. Walker. Motion carried.

## **EXECUTIVE SESSION**

Dr. Haley made a motion that the Board go into executive session under Idaho Code § 74-206(1)(d) to consider records that are exempt from disclosure under the Idaho Public Records Law, Idaho Code § 74-106(9). The purpose of the executive session was to discuss documents relating to the fitness of a licensee to retain a license or registration. It was seconded by Dr. Sorenson. The vote was: Dr. Fagan, aye; Dr. Walker, aye; Dr. Sorenson, aye; and Dr. Haley, aye. Motion carried.

Dr. Walker made a motion to come out of executive session. It was seconded by Dr. Sorenson. Motion carried.

## **FINANCIAL REPORT**

Mr. Floyd gave the financial report, which indicated that the Board had a cash balance of \$81,607.05 as of 12/31/2020.

## **DIVISION BUSINESS**

The Board reviewed the To Do List and no action was taken.

## **BOARD BUSINESS**

## **CONFERENCE UPDATES AND ATTENDANCE**

The Board reviewed the invitation from the Association of Regulatory Boards of Optometry (ARBO) regarding the 2021 virtual meeting for the Federation of Associations of Regulatory Boards (FARB) 2021 virtual meeting. The Board took no action.

## **CE AUDIT REVIEW**

The Board discussed CE audits and the time frame for CE to be completed. Dr. Haley made a motion to authorize the Division to allow two optometrists who submitted CE audits to make up hours; to authorize the Division to email licensees with a reminder of the CE rules/requirements, and send the virtual CE course information to Ms. White; and encouraged Ms. White to include a reminder of the CE rules in the next newsletter of the Idaho Optometric Physicians. It was seconded by Dr. Walker. Motion carried.

The Board discussed the CE audit and reinstatement letters that are sent to licensees. Dr. Walker made a motion to remove the notary on the CE audit and reinstatement letters for the remainder of 2021. It was seconded by Dr. Haley. Motion failed. Dr. Haley made a motion to eliminate the need for a signed affidavit on the letter. The Board discussed the requirement of completion of the CE course list on the CE audit and reinstatement letters. There was no second and the motion died. Dr. Haley made a motion to remove the requirement of a handwritten list of CE courses on the CE audit and reinstatement letters but leave the signature requirement. It was seconded by Dr. Sorenson. Motion carried.

**NEXT MEETING** was scheduled for Monday, August 30, 2021 at 8:30 AM MDT.

**ADJOURNMENT**

Dr. Haley made a motion to adjourn the meeting at 10:08 AM MST. It was seconded by Dr. Sorenson. Motion carried.

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Lance W Fagan, O.D., Chair